

**PROVINCE OF QUÉBEC
MUNICIPALITY OF TOWNSHIP OF LOW**

Minutes of a extraordinary Meeting of the council of the Municipality of the township of Low held at 4C D'Amour Road (Heritage Hall) on **July 17th, 2023**, at 1:30 p.m.

Chaired by the Mayor Carole Robert

Are present.
Joanne Mayer
Maureen McEvoy
Luc Thivierge

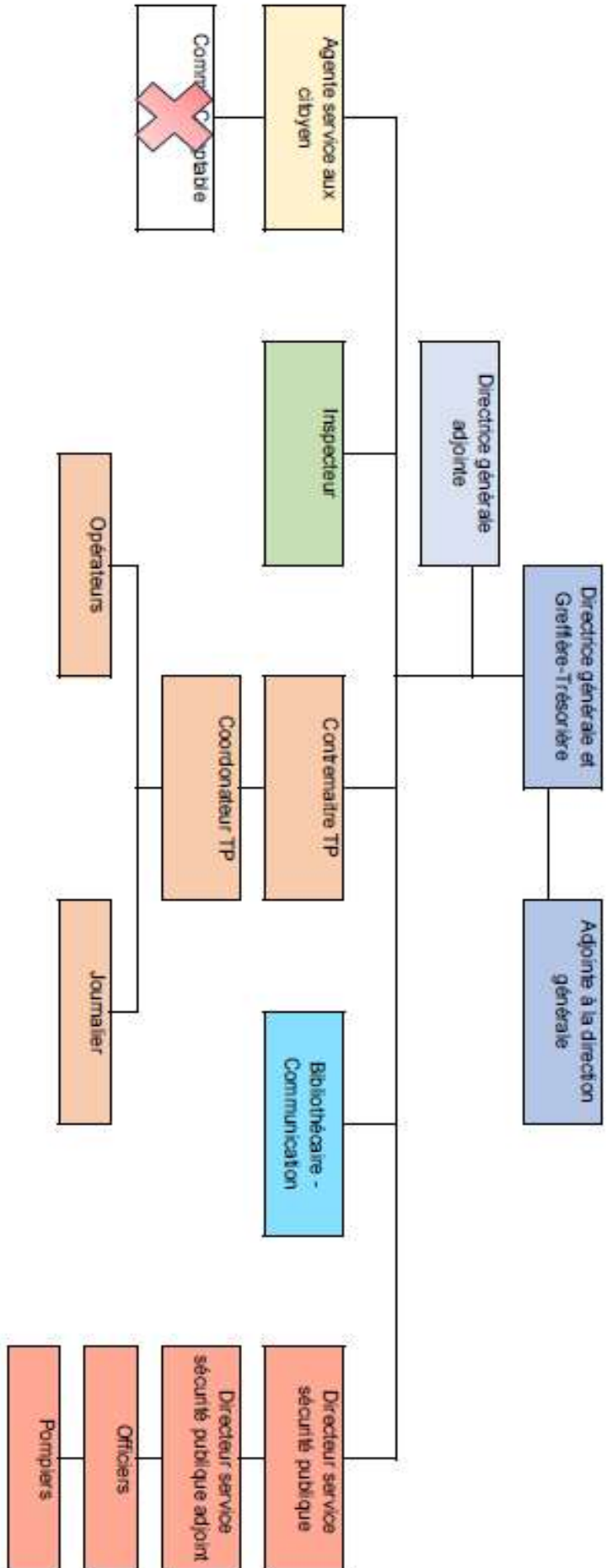
Are absent.
Maureen Rice
Lee Angus
Ghyslain Robert

Also, present.
Sandra Martineau, Director General and Clerk-Treasurer
Valérie Lemieux, Assistant Director General and Assistant Clerk-Treasurer

	<p><u>Opening of the meeting</u></p> <p>This meeting was duly convened according to the formalities provided for in the Municipal Code.</p> <p>The Mayor, Carole Robert, president of the meeting, having noted that there is a quorum, declares the meeting open; it is 1:37 p.m.</p>
<p>2023-119</p>	<p><u>Adoption of the agenda</u></p> <p>Meeting agenda:</p> <ol style="list-style-type: none"> 1. Adoption of the agenda 2. Capital Assistance Program - Library 3. Sale of properties for non-payment of taxes 4. Mandate to a municipal representative at the sale of immovables for non-payment of taxes - MRC Vallée-de-la-Gatineau 5. Modification of organizational structure 6. Question period 7. Adjournment <p>IT IS PROPOSED BY Joanne Mayer SECONDED BY Luc Thivierge</p> <p>AND resolved that this municipal council adopt the agenda.</p> <p style="text-align: right;">Adopted unanimously</p>
<p>2023-120</p>	<p><u>Capital Assistance Program - MCC budget envelope</u></p> <p>Whereas the Municipality of the Township of Low wishes to carry out the project to replace the library's obsolete equipment;</p> <p>Whereas the cost of the equipment is estimated at \$8,123 net taxes;</p> <p>Whereas the Ministry has a financial assistance program;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Maureen McEvoy</p> <p>AND resolved that Council.</p> <p>Authorize the submission of a request for financial assistance in the amount of \$3,300 under the "Aide aux immobilisations" program of the "Ministère de la Culture et des Communications" for the replacement of obsolete library equipment.</p> <p>Authorizes Mrs. Sandra Martineau, Director General and Secretary-Treasurer, or Mrs. Valérie Lemieux, Assistant Director General and Assistant Secretary-Treasurer, to sign all official documentation, including the financial assistance agreement.</p> <p>Authorizes the municipality to assume a share of costs estimated at a minimum of \$4,823</p>

	<p>for the project.</p> <p>Authorizes the municipality to assume any increase in the cultural infrastructure operating budget generated by the project.</p> <p style="text-align: right;">Adopted unanimously</p>
2023-121	<p><u>Sale of properties for non-payment of taxes</u></p> <p>Whereas procedures are required for the sale, by the Municipalité régionale de comté (MRC) de la Vallées-de-la-Gatineau, of certain properties within the municipality for which property taxes have not been paid.</p> <p>Whereas a statement or list of properties to be sold for non-payment of property taxes on municipal territory has been submitted to Council members for information.</p> <p>Whereas, pursuant to Article 1022 of the Quebec Municipal Code, the Director General and Clerk-Treasurer of a municipality must prepare a statement, in the format prescribed for this purpose, containing information related to the non-payment of property taxes.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council forward a statement of properties to be included on the list of properties put up for sale for non-payment of property taxes by the MRC de la Vallée-de-la-Gatineau in November 2023.</p> <p>Authorizes the removal from the list of all properties that have been paid within the prescribed period, before November 2, 2023.</p> <p>Authorizes publication of the sale of properties for non-payment of property taxes on the municipality's website.</p> <p style="text-align: right;">Adopted unanimously</p>
2023-122	<p><u>Mandate to a municipal representative at the sale of immovables for non-payment of taxes - MRC Vallée-de-la-Gatineau</u></p> <p>Whereas the Municipality of Canton de Low may bid on immovables put up for sale for non-payment of property taxes, in accordance with article 1038 of the Quebec Municipal Code.</p> <p>Whereas the Municipality authorizes the sale of certain immovables for non-payment of property taxes, at the sale by auction to be held on November 2, 2023.</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND RESOLVED that Council authorize, in accordance with the provisions of the Municipal Code of Québec, Mrs. Sandra Martineau, Director General and Clerk-Treasurer and/or Mrs. Valérie Lemieux, Assistant Director General and Assistant Clerk-Treasurer, to bid for and in the name of the Municipality of the Canton of Low on the immovables subject to the sale for non-payment of taxes, up to the amount of the taxes in principal and interest.</p> <p style="text-align: right;">Adopted unanimously</p>
2023-123	<p><u>Modification of organizational structure</u></p> <p>Whereas in February 2022, following the resignation of the General Manager and Assistant General Manager, an accounting clerk position was created;</p> <p>Whereas the arrival of the new General Manager in August 2022 and the Assistant General Manager in November 2022;</p> <p>Whereas, following a needs analysis, the Director General recommends modifying the municipality's organizational structure in order to improve efficiency and service delivery capacity;</p> <p>Whereas two meetings have been held with the Administration and Human Resources Committee to develop the proposed organizational structure;</p> <p>IT IS PROPOSED BY Luc Thivierge SECONDED BY Joanne Mayer</p> <p>AND resolved that Council adopt the organizational structure proposed by the General Manager and tabled on July 12, 2023.</p>

Municipalité de Low
Organigramme 2023



Fait le 12 juillet 2023

Question period

Question period starts at 1:44 pm and end at 1:44 pm

Adjournment

There being no further business, the meeting adjourned at 1:44 p.m.

Carole Robert
Mayor

Sandra Martineau
Director General and Clerk-
Treasurer

"I, Carole Robert, certify that the signing of these minutes is equivalent to the signing by me of all the resolutions contained herein within the meaning of Section 142 (2) of the Quebec Municipal Code.